

2008-Pay-2009 Assessment/Tax Billing Cycle - Elkhart County - Updated Wed 9/2/09

ID	Task Complete?	Task Name	Actual/Projected Start Date	Actual/Projected Finish Date	Task Deadline	On Time Status	2008												2009												2010		
0		2008-Pay-2009 Assessment/Tax Billing Cycle - Elkhart Cour	NA	NA	NA		J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M
1	✓	Submit 2007-pay-2008 real and personal property data to DLGF/LSA	Mon 11/3/08	Mon 11/3/08	Mon 10/1/07																												
2	✓	Validate all 2007 sales disclosures and submit data to DLGF/LSA	Mon 6/16/08	Mon 6/16/08	Fri 2/29/08																												
3	✓	Prepare ratio study and submit workbook and ratio study to DLGF	Mon 6/16/08	Mon 7/14/08	Fri 5/23/08																												
4	✓	Review and approve county ratio study	Mon 7/14/08	Mon 2/2/09	Fri 5/30/08																												
5	✓	Apply trending factors, review assessed values, and deliver final AV t	Mon 2/2/09	Wed 3/4/09	Tue 7/1/08																												
6	✓	Apply deductions and exemptions	Wed 3/4/09	Wed 4/1/09	Tue 7/29/08																												
7	✓	Submit TIF Neutralization forms (if applicable)	Fri 7/17/09	Thu 8/13/09	Tue 7/29/08																												
8	✓	Review and approve TIF Neutralization	Fri 8/14/09	Mon 8/17/09	Thu 7/31/08																												
9	✓	Certify net assessed values to DLGF	Fri 8/21/09	Wed 8/26/09	Fri 8/1/08																												
10	✓	Prepare Form 15 data and submit to DLGF	Thu 11/13/08	Thu 11/13/08	Fri 10/31/08																												
11	✓	Prepare data extract files and submit 2008-pay-2009 real and persona	Wed 3/4/09	Wed 4/8/09	Mon 12/1/08																												
12	✓	Adopt budgets, levies and rates	Tue 2/3/09	Mon 8/24/09	Mon 12/1/08																												
13	✓	File budgets with County Auditor	Tue 8/25/09	Wed 8/26/09	Wed 12/3/08																												
14		Advertises adopted rates (TAB Rate Chart)	Thu 8/27/09	Mon 9/7/09	Mon 12/15/08																												
15		Work unit budgets, levies, rates, and certify county budget order	Tue 9/8/09	Mon 10/5/09	Mon 2/16/09																												
16		Prepare abstract and tax duplicate, and submit 2008-pay-2009 tax billi	Tue 10/6/09	Mon 11/2/09	Mon 3/16/09																												
17		Prepare and mail tax bills	Tue 11/3/09	Mon 11/30/09	Fri 4/24/09																												
18		Publish tax rates - 1st advertisement	Mon 11/30/09	Mon 11/30/09	Fri 4/24/09																												
19		Publish tax rates - 2nd advertisement	Tue 12/1/09	Mon 12/7/09	Fri 5/1/09																												
20		Publish tax rates - 3rd advertisement	Tue 12/8/09	Mon 12/14/09	Fri 5/8/09																												
21		Tax billing lead time - provisional installment	Mon 12/14/09	Thu 12/17/09	Mon 5/11/09																												
22	✓	Tax bills due - provisional installment	Fri 7/31/09	Fri 7/31/09	Mon 5/11/09																												
23		Make provisional property tax distribution	Mon 8/3/09	Mon 9/21/09	Tue 6/30/09																												
24		Tax billing lead time - reconciliation installment	Mon 9/21/09	Tue 11/10/09	Tue 11/10/09																												
25		Tax bills due - reconciliation installment	Tue 11/10/09	Tue 11/10/09	Tue 11/10/09																												
26		Make reconciliation property tax distribution	Wed 11/11/09	Thu 12/31/09	Thu 12/31/09																												

On Time

Green = On Time or early

Status:

Yellow = 1-90 days late

Red = 91+ days late

Task

Progress

Baseline

Milestone

Baseline Milestone

Summary

Rolled Up Task

Rolled Up Milestone

Baseline Summary

Rolled Up Baseline

Rolled Up Baseline Milestone

Rolled Up Progress

Split

Baseline Split

External Tasks

Project Summary

Group By Summary

Deadline

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22 Tax bills due - provisional installment
Elkhart County has elected to issue provisional tax bills for the 2008-pay-2009 property tax cycle. The provisional bill installment due date is set for 7/31/09.